



PROTHONOTARY OF BERKS COUNTY FEE BILL effective 9/28/2026

APPEALS

Appeal from Arbitration Award (plus Arbitrators Fee indicated in Award)	\$60.00
Appeal Nunc Pro Tunc, Assessment, Auditors Report, Board of Viewers, Local Agency, Magisterial District Justice, Statutory Appeal and Zoning Board/Land Use Appeal	\$225.00
Appeal to Appellant Court (Separate Check to Prothonotary of Appellant Court for \$91.25)	\$100.00
Judicial Review Appeal - 42 P S § 67A06	\$125.00
License Suspension Appeal	\$250.00

CERTIFICATES/CERTIFICATIONS

Certificate of Authority Insurance Commissioner	\$45.00
Motor Vehicle Judgment to Harrisburg	\$25.00
Certificate of Readiness for Arbitration	\$60.00
Certifying Copy of Document/Divorce Decree	\$10.00
Notary/Red Flag	\$5.00

COMMENCEMENT OF ACTIONS

Civil Action Complaint, Deficiency Judgment, Declaratory Judgment, Mortgage Foreclosure, Replevin or Summons, Statement of Objections from MDJ, Writ of Certiorari to MDJ	\$225.00
Declaration of Taking/Eminent Domain	\$250.00
Name Change	\$250.00
School Auditor's Report	\$30.00

JUDGMENTS

Assignment of Judgment, Judgment to the Use of and Release of Judgment	\$30.00
Cert from Clerk of Court or DRO	\$45.00
Confession of Judgment	\$275.00
Decree, Final Order, Verdict, Default, Non-Pros, MDJ Transcript Judgment and Transfer Judgment from Another County/State/Country	\$60.00
Exemplification of Record to Another County/State	\$45.00

LIENS

Building Stipulation/Agreement/Waiver of Liens, Federal Liens, Notice of Lien for Fine and Suggestion of Non-Payment	\$45.00
Commonwealth of PA Liens (SAT fee NOT included)	\$30.00
Mechanics Liens or Municipal Liens	\$60.00

MISCELLANEOUS

Acknowledgments of Sheriff/Treasurer Deeds	\$30.00
Copies per page	\$0.25
Letters of Attorney - Filing	\$30.00
Letters of Attorney - Revocation	\$25.00
Recording Fee (Any document or paper requiring recording)	\$45.00
Reinstate Complaint/Reissue Writ	\$25.00
Satisfaction Fee (if not included in original)	\$30.00
Subpoena	\$5.00
Transfer of Case to Another County/State	\$25.00
Viewers, Appointment of Start Action	\$275.00
Action Already Started	\$200.00

PETITIONS

Appointment of Arbitrators (not Berks), \$225.00
Appointment of Auditors, Approval to Issue
Obligation Bonds, Break and Enter,
Confirm/Modify/Vacate Arbitration Award (not Berks),
Emancipation, Expungement, Issue Subpoena,
Objections/Exceptions Upset Tax Sale, Objections to
Nominating, Open/Strike Judgment, Open Voting
Machine Plus \$50 Cash Bond or \$100 Surety Bond –
25 P.S. §3262, Sell Real Estate, Set Aside Tax Sale

Approval of Settlement, Compromise, \$250.00
Issue Title/Transfer Ownership, Return/Recover

Commitment and \$200.00
Emergency Petition – Office of Aging

Fix Fair Market Value, Contempt or \$170.00
Enforcement and Reinstate Terminated Case

WRITS

Attachment \$75.00

Money Judgment, Mortgage Foreclosure, \$60.00
Possession, Revival of Judgment and Seizure

Writ of Scire Facias \$110.00

FAMILY COURT FILING FEES

Custody Complaint, Custody Modification \$225.00
and Paternity Complaint

Divorce/Annulment Complaint with one count \$250.00

Each Additional Divorce Count after first Count \$60.00
(applies to new counts in Amended Complaints,
Counter Claims and Petitions for Related Claims)

Praecipe to Transmit \$100.00

Divorce Hearing Officer Fee \$1,015.00

Notice to Resume Prior Surname \$45.00

Record Foreign Custody Order/Divorce Decree \$45.00
(other county, state or country)

Protection from Abuse - Petition \$160.00

NOTES

*The Prothonotary will not accept for filing any suit or action or order of court or entry of any judgment thereon or perform any service whatsoever unless the proper fee is submitted with the instrument to be filed. (42 Pa. C. S. §21071)

CHECKS MADE PAYABLE TO "PROTHONOTARY OF BERKS COUNTY"

All checks returned will be assessed a \$50.00 service charge pursuant to Berks County Resolution #325-2025

*If a claim for custody, partial custody or visitation is asserted in a divorce complaint or in a subsequent pleading, it shall contain the information required by PA. R.C.P.1915.15. An additional filing fee of \$15.00 shall be required per local rule 1920.31(a)(1)(c), plus \$10.50 ACT 119 FEE [Jen and Dave] and \$5.00 PAF fee for a total of \$30.50.

*The maximum fee to be charged a political subdivision for any one of the services provided for herein shall be \$10.00 (42 P.S. §21075), and if applicable a \$5.00 PAF fee, a \$13.00 satisfaction fee, a \$41.25 JCP fee and tax.

CTF - Children's Trust Fund Fees Mandated by State Legislation (11 P. S. §2238)

JCP - Judicial Computer Project Fee Mandated by State Legislation (42 Pa. C.S. §3733(a)(1) as amended)

PAF - Prothonotary Automation Fee Authorized by Act 98-164 Effective 1/21/99

Prothonotary Fees Include \$15.00 E-Filing Fees pursuant to Court Order #13-161 dated 8/5/2013

\$8.00 E-filing Fee for filing without Prothonotary Fee pursuant to Court Order #13-161 dated 8/5/2013

\$1.00 Conversion Fee charged for all documents not submitted through eFiling pursuant to Court Order #13-161 dated 10/3/2014

Notary Signature Registration Fee Collected by Recorder of Deeds 10/1/2024

Divorce Hearing Officer Fee increase pursuant Court Order #26-11 dated 5/6/2026

FEES ARE SUBJECT TO CHANGE DUE TO LEGISLATIVE FEE INCREASES AND JUDICIAL ORDERS.

All online and in-person credit and debit card transactions will be assessed a minimum fee of \$1.00 or 3% by transaction a convenience fee by processor. The Prothonotary cannot refund this fee.